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November 20, 1952

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9/19/07

MEMORANDUM FOR THE RECORD:

Subject: PSB Midday Meeting, November 20, 1952,
in General Smith's Office.

Present: David K. E. Bruce
William C. Foster
W. Bedell Smith
Averell Harriman
Alan G. Kirk

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The following matters of interest to the PSB were taken up:

PSB Meeting

It was decided to hold no midday meeting the week of Thanksgiving.

PSB Disaster Planning

The matter of the PSB Staff Disaster Plan was drawn to the attention of the Board, with particular reference to the proposed alternates for staff positions. Definitive action was not taken. The matter was laid over pending developments.

The matter of storing two file copies of all major papers in safe repositories was mentioned. Mr. Bruce suggested that they might be sent directly to their final resting place and not through the Department of State.

General Smith requested that these files be microfilmed to save bulk, weight, etc.

Quarterly Report

The matter of the next quarterly report was raised, and the Board was informed that all reporting agencies had been alerted and that Staff talks had commenced. It was pointed out that the report would embrace the period October, November and December — possibly not the full 31 days of December in view of the time factor involved.

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SECRET

SECRET

- 2 -

Regarding evaluation, it was indicated that some agencies favored making their own evaluation of their work; others did not. The possibility has been mentioned that perhaps the evaluation had better be coordinated by the PSB Staff for submission to the Board for final approval.



Alan G. Kirk,
Director.

cc: General Smith